

TOWN OF WEBSTER
Office of Selectmen
945 Battle Street/Rte. 127
Webster, NH 03303

6:34 pm Selectmen's Meeting – December 10, 2012 – Regular Session

Selectmen present: Chairman George Cummings, Selectman Bruce Johnson and Selectman Roy Fanjoy.

The Board signed the following for Administrative Assistant Judith Jones:

- Selectman Johnson made a motion to accept the Regular Minutes of the Selectmen's Meeting held November 26, 2012 as written; seconded by Selectman Fanjoy and approved.
- Selectman Fanjoy made a motion to accept the Work Session Minutes of the Selectmen's Meeting held November 26, 2012 as written; seconded by Selectman Johnson and approved.
- Selectman Johnson made a motion to accept non-public session #1 minutes of the Selectmen's Meeting held November 26, 2012; seconded by Selectman Fanjoy and approved.
- Selectman Johnson made a motion to accept non-public session #2 minutes of the Selectmen's Meeting held November 26, 2012; seconded by Selectman Fanjoy and approved.
- Selectman Johnson signed the appointment letter for Dana Corliss to the Energy Committee.
- Sick leave and vacation leave slips for Mrs. Jones.

The Board signed the following for Financial Administrator Wendy Pinkham:

- Fire Department Forest Fire Bill for Mutton Road.
- Mrs. Pinkham stated that due to LGC refunding money to the Town, she asked for the Board's approval to give the last pay run of the year a "holiday" for the Town's one contributing employee i.e., the employee share of the health insurance would not be taken out of that last paycheck. Mrs. Pinkham stated that other Towns had voted to do the same. The amount would be \$144.30. This would be a one-time only occurrence. The Board agreed unanimously to approve Mrs. Pinkham's request. She also stated that she did have back-up she sent via e-mails to the Board members.

Police Chief Dupuis advised the Board of the following:

- Request for two days of vacation time from Lt. Mitchell.
- 3 Motor vehicle stops in the last 2 weeks.
- Arrest of a gentleman from a 2008 burglary.
- 41 calls for service in the last 2 weeks; motor vehicle accidents; criminal threatening; stolen checks.
- Chief Dupuis attended a 9-1-1 presentation of new software that will allow communities and individual residents to input their emergency contact information including cross referencing to other towns. Chief Dupuis stated that at the conference there were representatives from a company in Maine that were involved with bio-hazardous clean-ups. He needs to meet with Fire Chief Colby regarding the federal requirements for bio-hazard bags and haz-mat suits for Police and Fire Departments. Chief Dupuis stated that a policy must also be developed. Fire Chief Colby stated that the Town has access to a licensed Haz-Mat team through the Mutual Aid System.

Fire Chief Colby advised the Board of the following:

- 139 calls for the year.
- Motor vehicle accident on an icy morning where the vehicle ended up in a swamp. Chief Colby stated that they had to use Haz-Mat Collection Tubes for any oil that went into the water. Nothing major got into the stream. Other than that it has been medical calls.
- During 2011 they had 167 calls; 2010 = 174 calls; 2009 = 129 calls and the high point in 2005 = 243 calls.
- Purchase Order #41 was signed for the Fire Department to Candia Trailers & Snow Equipment Company for the fabrication of forestry truck platform for the '97 Ford F350 in the amount of \$3,870.00. Fire Chief Colby stated that when he got the first quote of \$3,000 the company told him it was last year's quote! The additional \$870.00 also includes LED lights and a tool box for the forestry truck.

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- Purchase Order #42 was signed for the Fire Department to Wildfire for a 3-stage portable fire pump, suction hose and a strainer in the amount of \$4,003.47.
- Purchase Order #43 was signed for the Fire Department to Yankee Trucks, LLC for labor and parts for the repair of Engine 3's starter in the amount of \$1,278.42.

Road Agent Emmett Bean advised the Board of the following:

- Purchase Order #44 was signed for the Highway Department to Beltronics, Inc. for reprogramming radios-narrow band in the amount of \$430.00.
- Other than the rain and some freezing rain and a few loads of sand and salt the last few days all is well. Road Agent Bean checked the roads at 2:00 am finding the weather kind of nasty, but then the temperature rose and it changed to rain.
- Mr. Bean brought to the attention of the Board and Police Chief Dupuis his concerns regarding people who have been parking on streets, specifically Concord Drive, New Hampshire Drive, Windsor Terrace and Centennial Drive, which is in violation of the Town's Parking Ordinance that bans parking in the Town's right of way from November 1st through April 1st. This Ordinance carries a fine of \$100. Chief Dupuis told Mr. Bean to give him a list and his department will take care of it.
- Selectman Fanjoy asked if Mr. Bean would be receiving anymore salt during this budget cycle. Mr. Bean stated no he would not otherwise he would go over his budget for that line. Mrs. Pinkham stated that the price of salt has been locked in until May 2013. Mr. Bean was confident that he had enough salt for the next three weeks.

Treasurer Mary Smith advised that there were a lot of expenses however, tax money was coming in.

7:07 pm Ms. Terry Cox of Beaver Dam Drive addressed the Board regarding her concerns about the Town joining the CNHRPC (Central New Hampshire Regional Planning Commission). Chairman Cummings clarified that technically the term would be *rejoining* because the Town had been a member for many, many years. It was only in the last couple of years that the Town chose not to join. Ms. Cox apologized and continued. She stated that she wasn't sure what the Town was going to get out of it at a cost of \$2,000.00 annually. The way she saw the structure was the Planning Commission and the Board of Selectmen can get advice from these agencies right now without joining the commission. Ms. Cox added that the statute sets up that the commission can give advice to the towns for free. Ms. Cox stated because we are a small town, she did not see the need for it. She was also concerned about the impact of the Federal Government through the Regional Planning Commission. It might mandate that we do certain things and have certain things in our plans that we might not want. Chairman Cummings asked Ms. Cox as to what type of plans was she referring – zoning perhaps. At this time Ms. Cox asked if she could yield her time to her friend, Ken Eyring of Windham, as he was more knowledgeable. She also stated that she attended the recent Water Sustainability Commission Meeting and received their report which covered global water management which in her opinion does not need to be done in this state or this town. Chairman Cummings agreed.

Ms. Cox then gave each Board member a list of websites that help explain a lot about the program. Chairman Cummings stated that due to the heavy agenda he would give five minutes to Mr. Eyring. Mr. Eyring informed the Board that the nine regional planning commissions in New Hampshire have formed a consortium and put together a program called *Granite State Future*. They have signed an agreement with HUD. The HUD, the EPA and the DOT have a joint partnership on the federal level called the Sustainable Communities Initiative. That program has many mandates associated with it. Mr. Eyring stated that the mandates of the federal government and the structure of the Granite State Future Program has been set up in a way that virtually eliminates input from all elected representatives. Mr. Eyring asked that instead of Webster joining the program that the Town lobby to eliminate the work that is being done. Mr. Eyring had a great deal of documentation regarding all of this. After a brief discussion, Selectman Fanjoy asked Mr. Eyring to scan the documents and e-mail them so the Board can look at them. The information will be sent to Mrs. Pinkham. She will also

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pass the information along to Mrs. Larson in order for Mrs. Larson to send it to the Planning Board members. Selectman Fanjoy thanked Mr. Eyring for his presentation and his time. Selectman Fanjoy also thanked Ms. Cox for bringing her concerns to the Board.

There was no Old Business to address so the meeting moved on to New Business as follows:

1. Formerly adopt the resolution per "Certificate of Municipality" relative to the Moose grant for restoration of Town records. Selectman Fanjoy read the "Authorization to Enter into Contracts" with the New Hampshire State Library. This had to be read at this meeting in order for the Town Clerk, Michele Derby, to receive payment of a grant award of \$6,727.00. Upon approval of the completed documents, the Town of Webster will receive 90% of the grant award. The grant money will be used to restore and preserve old Town records.
2. Discuss the inter-fund transfer of funds to cover the Cross Country Assessors' expense of \$2,000.00 for assessing and creating the telecommunication poles assessments. The Board agreed to make the inter-fund transfer and pay the bill this year.
3. Encumbrances from departments. Mrs. Pinkham will have a list ready for the next meeting.
4. Small repairs that may be needed at the Town Hall to be in compliance with ADA. Mrs. Larson informed the Board that at the last Joint Loss Management Committee meeting of October 31, 2012 Mr. O'Keefe from LGC suggested that the side entrance to the Town Hall should be ADA compliant so that the doorway would be handicapped accessible and perhaps have a designated parking spot. Mrs. Larson also stated that the doorbell at the handicapped entrance for the Library was missing and needed to be replaced. Chairman Cummings took Mrs. Larson's information under advisement regarding the entrance to the Town Hall. He stated that a replacement doorbell should come out of the Library's budget.
5. The signage issue of Ox Pond Lane. Chairman Cummings told Mrs. Pinkham to go ahead and contact the state prison to make up the signage for Private Way Ox Pond Lane. He stated that the Town of Webster would pay for the first sign and installation. If the sign gets stolen, then replacement should be at the property owner's expense.
6. Decision to rejoin CNHRPC and pay for the dues out of the 2012 budget. Chairman Cummings would vote to re-join however, the dues were not appropriated for this year's budget. It will be paid out of next year's budget. Chairman Cummings felt a strong obligation to rejoin. He stated that the CNHRPC more than earned their money when the Town updated their Hazard Mitigation plan with their assistance this past year. Mrs. Pinkham will increase the Planning and ZBA Engineering and Legal fees by \$2,000.00 for 2013 in order to cover the dues.
7. Grappone inserts with the Vehicle Renewal Notices. Selectman Johnson stated that the Town Clerk was waiting to hear back from her director at the State as to whether or not this would be acceptable. Selectman Johnson contacted LGC. They said it would be alright as long as the Town wasn't endorsing the product and the Town should develop a policy with regards to this type of advertising. Selectman Johnson stated that he'll check in with Michele to see what her director recommends. At this time, Ellen Kontinos-Cilley reminded the Board that she had e-mailed the information about the Grappone inserts in the City of Concord's renewal notices to each selectman.
8. Shared Services - Selectman Johnson stated that group had been working on three issues. The first one was legal services. The group will be sending a letter to about a dozen legal services in the area asking them to bid on legal services for groups of towns. The second issue was looking at assessing services. Selectman Johnson stated that the towns of New London, Newbury and Sunapee found it was cheaper to hire two town employees to do the

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assessing for those three towns. Those assessors have office hours in each town one day a week, which makes them more accessible to the public. Of the Shared Services group, Andover, Salisbury, Boscawen, Webster and Warner seem to be the most interested in this with Hopkinton a bit hesitant. Selectman Johnson asked the Board for any feedback he could take back to the Shared Services group. Chairman Cummings had raised questions concerning recordkeeping, databases and software or IT to assist those towns. Selectman Johnson will inquire about that at the next Shared Services meeting in January. Chairman Cummings stated that having two or three towns teamed up sounded very doable. The third issue had to do with benefits. Selectman Johnson stated that LGC may have the lowest prices for health insurance because they have a very large membership pool. Selectman Johnson stated the group will also be looking at other options. Selectman Johnson asked Mrs. Pinkham for the figures for the Town's legal budget for the last five years and the actual expenditures for that time period. Mrs. Pinkham will also get the assessing figures for that same time period.

9. Resident's use of an aqua-therm (hose/bubbler in the water) to keep the water from freezing around their dock on Lake Winnepocket. According to ***RSA 270:33 Use of Aqua-Therm***, the resident is required to obtain a permit from the Town Clerk and shall post DANGER, THIN ICE signs. A concerned neighbor had informed Mrs. Larson via a phone call in November that a neighbor had such a device and there weren't any signs of warning. Chairman Cummings will make a personal visit to the resident to find out if they have a permit.

At this time Selectman Johnson brought forward information regarding Hopkinton's problem replacing their public safety garage. Their property insurance policy with LGC did not include the descriptors "like, kind" which has caused problems regarding the amount of insurance money LGC would be paying out. Selectman Johnson asked Mrs. Pinkham to double check the Town's property insurance contracts for its buildings.

10. Chairman Cummings passed over the tenth item under New Business regarding the letter from Currier and Ives Scenic Byway Council re installation of Byway logo signs.
11. Consideration of the Town Report Dedication. Chairman Cummings stated that historically the Board tries to keep that a secret.
12. The MOU between Webster and Merrimack Valley School District; it was agreed to but never signed. The Board then signed the MOU.
13. Letter from property owner Christopher Spanos' agent, Shayne Gendron of Edward N. Herbert Assoc., Inc. asking permission to build a home on a pre-existing non-conforming lot and not able to meet the 50 foot setback to the side property line. The Board denied the request and referred the property owner to apply to the ZBA. The property is located on Battle Street, tax map 5 lot 11-2.

Mrs. Pinkham presented the Board with two contracts from Mainstay, the Town's IT provider. One contract was for the Town and the other was for the Fire and Police Departments, however, the Fire and Police Departments' contract did not have the Fire Department listed. Chairman Cummings stated the Board would give Mrs. Pinkham authorization to sign the one for the Town. Mrs. Pinkham stated she would contact Mainstay for them to correct the other contract. Chairman Cummings and the Board authorized her to sign the second contract only after the Fire Department was added.

Treasurer Mary Smith asked if anyone had spoken to the woman on the corner of Long Street and Battle Street about trimming her bushes along Battle Street. Mrs. Smith was almost in a car accident due to not being able to see around the bushes. Chairman Cummings did speak with the resident. She said DOT trimmed them the last time. He said she was

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willing to have them do it again. If they cannot, Chairman Cummings said he would do it. Chairman Cummings asked Mr. Bean to contact DOT.

8:10 pm Selectman Fanjoy made a motion to go into non-public session pursuant to RSA 91-A:3 II (a) regarding personnel issues with Police Chief Dupuis; seconded by Selectman Johnson. Roll call: Selectman Fanjoy – yes; Selectman Johnson – yes; and Chairman Cummings – yes. Mrs. Larson was not requested to attend. This was the first session.

8:26 pm Chairman Cummings reconvened the meeting. All three Selectmen voted unanimously to seal the minutes.

Immediately following, Selectman Johnson made a motion to go into no-public session pursuant to RSA 91-A:3 II (a) regarding personnel issues with Emmett Bean and Susan Roberts; seconded by Selectman Fanjoy. Roll call: Selectman Fanjoy – yes; Selectman Johnson – yes; and Chairman Cummings – yes.

8:58 pm Chairman Cummings reconvened the meeting. He advised that all three Selectmen voted unanimously to seal the minutes.

Immediately following Selectman Fanjoy made a motion to adjourn the meeting; seconded by Selectman Johnson and approved.

George C. Cummings, Chairman
BOS/tel

Bruce G. Johnson

Roy E. Fanjoy

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